

**OBSERVATION REPORT NO. 8**

---

Project: **Woburn Fire Headquarters**

Date: 21 July 2021

Location: Job Site

Attendees: Building Department

Brian Gingras

Woburn Fire Department (WFD)

Donald Kenton, Chief

Municipal Building Consultants (MBC)

Pat Saitta  
Dick Murphy

DiNisco Design (DD)

Rick Rice  
Anne Davis Woodacre

The Waterproofing Company (TWC)

Steve Kearns (pre-construction mtg.)

G&R Construction (G&R)

Ian McCallion  
Dave Bacchiocchi  
Brad Donovan

---

**Action      Date**

**A. SAFETY AND SECURITY**

---      05/14/21 A01. Pest and Rodent Control plan to be submitted. [06/16/21: G&R  
06/16/21 reported that they have reached out to the original pest control  
06/23/21 contractor. It was noted that the traps placed as part of the ESP  
06/30/21 are still in place.] [06/23/21: G&R expects to receive a quote from  
07/15/21 the original pest control contractor today.] [06/30/21: G&R noted  
07/21/21 they have signed with the original pest control contractor and  
submittals are being prepared.] [07/15/21-Postscript: As requested,  
DiNisco forwarded to G&R for their information the ESP pest control  
plan.] [07/21/21: Plan has been submitted and approved.] Record  
Item.



DOT	05/14/21	A02.2	<p>Site Access / State Highway Permit. DPW has applied for the required permits from DOT. Until DOT issues the permit, G&amp;R may use existing curb cut that is in the state highway ROW as long as it isn't modified. G&amp;R may also implement the second access point to the south without DOT approval, because it is not in the DOT ROW.</p> <p>[06/16/21: HW reported that the DOT website notes that the submission is now undergoing the "75% CD" review.] [07/14/21: DiNisco reported that the number of days from receipt of documents allowed for their review is set to expire in early July. G&amp;R noted that they hope to start the utility work in the street ASAP.] [07/16/21-Postscript: DOT 75/100% review comments received (comment on pavement markings). HW will respond to DOT.] [07/21/21-Postscript: DOT has advanced application to "Permit Draft" phase. Next phase is "Post/Issue Permit".]</p>
HW	06/16/21		
	07/14/21		
	07/16/21		
	07/21/21		

A16.

**B. OWNER ISSUES**

---	05/14/21	B02.	Work under separate contracts will consist of:
DiNisco	05/14/21	B02.1	FF&E including Communications and Technology.
WFD	06/23/21	B02.1.01	<p>CARES Act: Chief Kenton noted that they are applying for grants under the CARES Act to purchase FF&amp;E and technology. He noted the grant period ends 12/32/21. WFD and DiNisco will coordinate and update the FF&amp;E budget accordingly. [06/30/21: The chief reported that WFD identified computers and medical equipment as items potentially eligible for grants. DiNisco will note these items potentially in the budgets as possibly being purchased outside of the project budget.]</p>
DiNisco	06/30/21		
Vendor	06/30/21	B02.2.01	<p>Tower PO: Following the meeting, MBC, DiNisco, WFD and LA met at the site and reviewed the tower quotes received. LA will reach out to Industrial Communications to discuss the foundation observation and EOR affidavit cost line items. LA will also question them on the "delivery within 60 days" clause. It was discussed that a PO should be issued ASAP to lock in prices. [07/14/21: The tower PO has been issued. The tower vendor should submit the foundation design ASAP. G&amp;R will advise via the project schedule when they want the tower to be delivered and erected.]</p>
G&R	07/14/21		

DiNisco	07/21/21	B02.2.02	Tower Foundation: DiNisco will inquire as to when tower foundation design will be submitted by vendor; G&R has requested this information ASAP to hold reinforcing price.
Woburn	05/14/21	B02.4	City will mill and pave Main Street after utility work is done.
G&R	05/26/21 06/16/21 07/14/21	B06.	Subcontractor Bid Bonds: It was requested that G&R advise as filed subcontractors' contracts are finalized so that the City may return bid bonds. [06/16/21: G&R reported subcontracts have started to be signed and returned. G&R will advise when all subs are signed so that City may return all bid bonds at once.] [07/14/21: G&R is awaiting a couple more subcontracts to be returned.]
City	06/30/21	B07.1	Topping Off Ceremony: The City has decided to have a topping off ceremony. G&R noted the steel would be "topped off" late fall (November), and a beam could be provided for signing.
---	06/30/21	B09.	Traffic Signal Coordination: Following the meeting, WFD, G&R, MBC and DiNisco met with Jay Corey / City Engineer and Scott Niss / Dagle Electric (DE) at the job site to discuss coordinating the traffic signal work with the ongoing construction of the HQ. The following was noted.
---	06/30/21	B09.1	The bulk of Dagle's work consists of two foundations for traffic lights on either side of the Apparatus Bay apron and an underground conduit between them. DE noted the soonest the foundations could be scheduled would be late August '21.
G&R DE	06/30/21 07/14/21	B09.3	G&R requested a copy of the traffic signal construction drawings so that the impact on the construction project can be determined and the signal work scheduled in coordination with G&R's work. [Postscript: Provided by DiNisco later on 06/30.] [07/14/21: DiNisco noted that Dagle Electric is responsible for performing soil borings at the two signal pole locations on site; G&R to coordinate access with Dagle.]
---	06/30/21	B09.4	DE noted the lead time for mast and arms is approximately six months. Jay Corey confirmed that the new signal shall be operational before the existing mast (which currently falls in the new apron) can be removed. If not, temporary signalization would be required.

- 06/30/21 B10. Municipal Fire Alarm Infrastructure: Following the meeting at the job site, Jay Corey, DE, WFD, MBC, DiNisco and Chick Langone (LA) discussed the underground conduits that must be installed around Station Three in order to reroute City FA cabling from Station Three to the new HQ. It is being proposed that Dagle Electric work through Woburn's CH 90 contract with D&R, to which DE is a sub.
- DE 06/30/21 B10.1 Dagle Electric will review the LW Bills diagram and formulate questions to assist in formulating a change order proposal for the work needed. These questions will be answered with input by LW Bills and WFD.
- 06/30/21 B10.2 Traffic Cabinet: The new traffic cabinet's size and location need to be pinned down, given that the old station three may be sold off by the City. Jay Corey will assist in determining a location for the cabinet once a size can be determined.
- 07/21/21 B10.3 Municipal Alarm Conduits: It has been determined that two additional conduits must be installed from a manhole in the sidewalk into the MDF. DiNisco will issue a proposal request to install the conduits and, in the meantime, issue a CCD for sleeves in the west foundation wall. [07/26/21-Postscript: The CCD for sleeving the foundation wall and the proposal request to install the additional conduits have been issued.]  
07/26/21

B11.

### C. PERMITS & INSPECTIONS

C07.

### D. CONSTRUCTION SCHEDULE

- G&R 05/14/21 D02. Progress Schedule (Bar Chart - 15 days NTP; CPM within 90 days).  
05/26/21 [05/26/21: G&R distributed the bar chart schedule and logistics plan at the meeting (copy attached).]

G&R	05/26/21	D04.1	Baseline Schedule: MBC requested that G&R prepare a baseline schedule for the specified 14-month project duration assuming timely delivery of joists. The purpose of the baseline is to enable MBC to compare it with the actual schedule based on delayed joist lead times. [06/09/21-Postscript: G&R distributed their baseline schedule (copy attached). G&R will formally submit a time extension request with back up as a Proposed Change Order (contract time revision).] [06/16/21: MBC asked that G&R assemble the time extension request at their earliest convenience so that it may be reviewed and the matter finalized.] [06/30/21: Rather than rush this submittal, MBC urged that G&R refer to the specification requirements for preparing the project schedule.] [07/14/21: G&R reported that the CPM has been drafted, and durations must be reviewed with the subs. MBC noted that it is more important for this schedule to be as accurate as possible than it is to make the 90 day submission deadline.]
	06/09/21		
	06/16/21		
	06/30/21		
	07/14/21		

--- 07/21/21 D09. Look Ahead: G&R reviewed their three-week look ahead schedule (attached) noting the following: Record Item.

- Now excavating along east side of HQ for footing.
- Support building damp/waterproofing will begin 07/22.
- Foundation wall pours at HQ ongoing.
- In response to a question, G&R noted that despite rain, construction activities have not been affected appreciably and foundation work is proceeding on schedule.

D10.

#### **E. SUBMITTAL SCHEDULE**

G&R	06/16/21	E06.	Submittal Schedule: G&R advised that they will forward their submittal schedule by EOD 06/21/21. [06/23/21: G&R distributed at the meeting their first pass at the submittal schedule (attached), noting subsequent updates will break items down by spec paragraph. G&R is also working on a material tracking log.]
	06/23/21		

FBRA	07/14/21	E06.1	Steel Shop Drawings: G&R expects to submit their steel shop drawings shortly. [07/21/21: Division 1 of steel shop drawing was submitted for review on 07/21/21.]
DiNisco	07/21/21		

E07.

#### **F. SUBMITTALS**

G&R	05/14/21	F08.	Weather Protection / Temporary Heating Plan to be submitted within 30 days of NTP.
-----	----------	------	--

G&R 05/14/21 F10. Construction Indoor IAQ Plan to be submitted within 21 days of NTP.

F20.

### G. COORDINATION DRAWINGS

G&R 06/16/21 G06. Coordination Drawings: G&R reported coordination drawings  
MEP Subs 06/23/21 process has begun. [06/23/21: G&R reported underground coordination is underway, and noted MEP coordination will begin when steel fabricator has completed their model.]

DiNisco 07/14/21 G06.1 Underslab Coordination Drawings: G&R expects to  
Design 07/21/21 submit the underslab drawings by 07/16. [07/21/21:  
Team Underslab coordination drawings submitted 07/23; G&R requested expedited review.]

G07.

### H. PAYROLL REPORTS

H03.

### I. REQUISITIONS

G&R 05/14/21 I06. Schedule of Values shall be submitted ASAP for the Architect's and consultants' review and approval.

--- 05/14/21 I06.1 The schedule of values must be approved prior to being paid any moneys.

--- 05/14/21 I06.2 Schedule of Values shall include line items for close out  
06/09/21 documents and training. [06/09/21: It was discussed and agreed that the SOV will be broken down by building.]

Woburn 06/30/21 I09. Application for Payment #2: G&R will submit pencil req for June by  
07/01/21 Friday 07/02. [07/01/21-Postscript: Pencil req for June submitted  
07/14/21 for MBC and DiNisco review.] [07/14/21: In response to MBC's question, DiNisco advised that the original copies of the signed requisition were overnighted to the Auditor on 07/12.]

MBC 07/21/21 I10. Schedule of Values: G&R has submitted SOV's for Electrical,  
DiNisco Masonry, Windows, Casework for MBC and DiNisco review.

I11.

### J. CHANGE ORDERS

J04.

**K. CONSTRUCTION CHANGE DIRECTIVES (CCD)**

- 07/14/21 K05. CCD #01, 02: DiNisco to furnish copies of CCD #01 and 02 for  
07/21/21 signature by MBC and the Mayor. [07/21/21: DiNisco furnished  
07/26/21 copies to MBC for the Mayor's signature.] [07/26/21-Postscript:  
City distributed fully executed copies of CCD #01 and #02.] Record  
Item.
- G&R 07/23/21 K06. CCD #03 (Postscript): DiNisco issued CCD #03 for foundation  
sleeves for additional fire alarm conduits on 07/23.

K07.

**L. FIELD ORDERS**

L05.

**M. PROPOSAL REQUESTS**

- G&R 07/26/21 M04. Proposal Request #002 (Postscript): DiNisco issued PR #002 for  
additional fire alarm conduits to G&R on 07/26.

M05.

**O. REQUEST FOR INFORMATION**

- 07/21/21 O11. RFI Log: As of 07/21, there is one open RFI. Record Item.

O12.

**P. DEMOLITION**

P01.

**Q. SITE WORK**

- G&R 05/14/21 Q04. Temporary Offices: G&R will be moving offices to the site on or  
05/26/21 about 01 June. [05/26/21: G&R reported trailers will be in place in  
06/09/21 locations shown on the logistics plan by the end of the second week  
06/16/21 in June.] [06/09/21: Trailers expected on site 06/15.] [06/16/21:  
06/23/21 Trailers are on site. MBC noted that they will be flexible with the fit-  
06/30/21 out details of their trailer.] [06/23/21: G&R advised that they are in  
07/14/21 the process of setting up MBC's computer in their trailer.]  
07/21/21 [06/30/21: In response to MBC's question, G&R reported that there  
were delays in receiving computer equipment, but the field office  
should be fully furnished soon.] [07/14/21: MBC reported that their  
office is now operational, with a few items still to be provided by  
G&R.] [07/21/21: MBC noted items to be provided include the  
thermometer and file cabinets. G&R noted that several such items  
are on backorder and will attempt to furnish from other sources.]

- G&R 05/14/21 Q07. G&R will coordinate the road work with the DPW (DOT).

G&R	05/14/21	Q08.	Foundation As-Built Survey: Tom Quinn informed G&R that they are to submit an as-built survey locating the buildings and tower foundation upon completion of the foundation work.
---	05/26/21 06/16/21	Q10.	Site Preconstruction Conference: A Preconstruction Conference for site work, including drainage and utilities, will take place at 1:00 PM, Wednesday, 06/16/21. Attending will be Horsley Witten and G&R's site contractor. [06/16/21: The site pre-construction meeting took place on 06/16. G&R's agenda is attached. The following was noted during the course of the discussions:
G&R DiNisco BSI	06/16/21	Q10.1	Site Improvement / Landscaping Meeting: A separate meeting will be scheduled with Brown Sardina to review site improvements and landscape pre-construction items.
G&R RJP	06/16/21	Q10.3	Unitized Retaining Wall: Initial submittal returned Revise and Resubmit; resubmittal of non-specified precast wall shall be accompanied by a Substitution Request Form. BSI would likely want to see in place installation in order to approve a substitution. RJP noted proposed wall is installed in North Woburn.
TQ	06/16/21	Q10.4	DOT Review: The DOT permit review is now in the 75% / 100% construction document phase. TQ will check if revisions requested by DOT (i.e. curb cut radius) will have any implications on City's site plan approval of the project.
---	06/16/21	Q10.5	Subsurface Drainage: G&R noted that installation of the large system (parking lot) will begin early September or possibly sooner. HW stated that they shall be kept apprised of the schedule so that they may inspect the bottom of excavation. It was discussed that the bottom will be exposed and the system installed as excavation continues across the system.
G&R MBC	06/23/21 06/30/21 07/21/21	Q11.	Ledge / Boulder Removal: G&R noted that some ledge will need to be broken in the northeast corner of the support building to provide a 12 inch cushion under the footing as specified. Also, some boulders have been encountered. G&R and MBC will collaborate on measurement, with the volumes charged against the allowances. [06/30/21: Quantification of rock removal has been going smoothly. G&R will invoice for rock materials removed so far from specified allowances.] [07/21/21: G&R will include these costs with the pencil requisition for July.]

Q12.

**R. ARCHITECTURAL**

- 07/14/21 R01. Pre-Waterproofing Conference: A waterproofing / dampproofing pre-construction conference is scheduled for 1:00 PM, Wednesday, 07/21/21 TWC was on hand for the waterproofing pre-construction conference. G&R's agenda is attached. Discussion included the following:
- 07/21/21 R01.1 TWC will begin work at the support building on 07/22.
- TWC 07/21/21 R01.2 There have been no details of waterproofing submitted for the support building retaining wall. DiNisco stated that the installation is straightforward, and the manufacturer's standard details shall be submitted for record.  
G&R
- 07/21/21 R01.3 In response to DiNisco's question, G&R advised that the foundation drain will be installed before backfilling the support building foundation. MBC recommended that any lightning protection cabling be installed before backfilling as well.

R02.

**S. STRUCTURAL**

- G&R 06/09/21 S01.2 QA/QC issues were discussed.
- G&R 06/09/21 S01.2.02 Hot Weather Concrete: G&R to advise if ice will be used to lower concrete temperatures. If so, FBRA advised that ice should be included as part of the total water included in the mix. Boston Concrete should also advise if, and how much, water is being withheld for addition at site during pour. [06/24/21-Postscript: Hot / cold weather concrete plan returned 06/24 - Resubmit for Record.] [06/30/21: Comments were mainly about slabs, and G&R reported they will submit for SOG/SOG separately.] [07/14/21: G&R noted slab work will start toward the end of August and a pre-construction conference with the concrete supplier, finisher and flooring subs will be scheduled beforehand.]  
06/24/21  
06/30/21  
07/14/21
- FBRA 07/21/21 S04. Site Visit: FBRA will be on site to view foundational progress the morning of 07/27.

S05.

**T. FIRE PROTECTION**

T02.

**U. PLUMBING**

--- 07/14/21 U01. Oil-Water Separator: G&R referenced MWRA approval issues with a  
07/21/21 similar interior oil-gas interceptor on another project. G&R, the  
plumbing inspector and the plumbing consultant will review and  
confer. [07/21/21: G&R reported that the information provided by  
VAV that DiNisco distributed via email on 07/20 addressed the  
questions and no further discussion is necessary at this time.]  
Record Item.

U02.

**V. HVAC**

V01.

**W. ELECTRICAL**

Brothers 06/30/21 W01. Temporary Power: The City has contacted Eversource to assist in  
07/14/21 the electrical subcontractor's request for temporary power.  
07/21/21 [07/14/21: G&R noted Brothers is still in discussion with  
Eversource, noting a tall temporary pole on the other side of Main  
Street may be needed. MBC noted the City Engineer stands ready  
to assist if requested.] [07/21/21: G&R reported that Brothers is  
trying to get the required mast height from Eversource, noting that a  
temporary pole is not necessary. G&R will contact the City Engineer  
for assistance with Eversource. MBC noted permanent power  
should be in place before another month of generator rental is  
necessary.]

W02.

**X. HAZARDOUS MATERIALS**

X01.

**Y. MISCELLANEOUS**

Y13.

**ZA. COMMISSIONING**

Subs 05/14/21 ZA01. Work of the required SECTIONS requiring Commissioning shall  
include a separate line item value for this work on the Schedule of  
Values.

ZA03.

**ZB. CONSTRUCTION CLOSEOUT**

ZB10.

**ZZ. CONSTRUCTION PROGRESS**

--- 07/21/21 ZZ07. Construction Progress: Concrete pour underway at southeast corner of HQ. Installation of rebar ongoing at south end of HQ. Record Item.

ZZ08.

The next Job Meeting will be held **Wednesday, July 28, 2021 at 1:00 PM at the Job Site.**

The discussions of this meeting are recorded as understood by the writer, who should be notified of any omissions or corrections. Unless the writer is notified to the contrary, these notes are presumed to be correct.



Richard N. Rice  
DiNISCO DESIGN

RNR/meh

cc: Mayor Scott Galvin  
Tom Quinn, Building Commissioner  
Brian Gingras, Paul D'Amore, Building Inspectors  
Jay Corey, City Engineer  
Jay Duran, DPW Superintendent  
Donald Kenton, WFD  
George Poole, WFD  
Pat Saitta  
Dick Murphy  
Janet Bernardo  
Mary Hall  
Heather Audet  
Bill Brown  
Joe Strayer  
Jon Buhl  
Steven Belanger  
Rachel Blandford  
John Sousa  
Frank Stramaglia  
Semoon Oh  
Jared Humphreys  
Kevin Murphy  
Eric Ganz  
Scott Goodrich  
Chick Langone  
Bob Mitchell  
Ken Gale  
James Alexander  
Anne Woodacre  
Bob Morel  
Ian McCallion  
Dan Aylward  
David Bacchiocchi

Enclosures: G&R 3-week Look Ahead dated 07/21/21  
G&R Submittal Log dated 07/21/21  
G&R COR Log dated 07/21/21  
G&R RFI Log dated 07/21/21  
Waterproofing Pre-Installation Meeting Agenda

## Woburn Fire Headquarters

**3 Week Look Ahead Schedule - Period thru August 6th, 2021**

Prepared by: **Dave Bacchiocchi**

**Date Issued: July 21st, 2021**

[illegible]



Report By: Bradford Donovan

Report Type: Open Items

Project: Woburn Fire Headquarters

Log: Submittal

Date: 7/21/2021

Total Items: 25

Days Open Calculated by: Calendar Days since date Initially Created

Section	Item#	Description	Supplier or Manufacturer	Date from Subcontractor	Date from GC	Review by Consultant	Review by Architect	Return to Subcontractor	Action	B-I-C	Days Open
000001 General Items	000001-003-0	Underground Coordination Drawings	G&R Construction	07/16/2021	07/16/2021					Consultant,Arch	5
000001 General Items	000001-004-0	Pest Control Plan	G&R Construction	07/21/2021	07/21/2021					Consultant,Arch	0
050001 Miscellaneous & Ornamental Iron	050001-002-0	Bollard Shop Drawings	Larkin Iron Works		07/21/2021					Consultant,Arch	0
051200 Structural Steel Framing	051200-002-0	Structural Steel Shop Drawings - Division 1	Sky Structures		07/21/2021					Consultant,Arch	0
055000 Miscellaneous Metals	055000-001-0	Loose Lintel Schedule	Larkin Iron Works		07/21/2021					Consultant,Arch	0
081113 Hollow Metalwork	081113-001-0	HM Doors & Frames Schedule		07/08/2021	07/08/2021					Consultant,Arch	13
081113 Hollow Metalwork	081113-002-0	HM Frames Shop Drawings		07/08/2021	07/08/2021					Consultant,Arch	13
081416 Wood & Plastic Doors	081416-001-0	Wood & HM Door - Shop Drawings & Product Data		07/08/2021	07/08/2021					Consultant,Arch	13
083800 Traffic Doors	083800-001-0	Traffic Door Shop Drawings		07/08/2021	07/08/2021					Consultant,Arch	13
230001 Heating, Ventilating & Air Conditioning	230001-001-0	2.12 Air Dirt Separator Product Data	CAM HVAC	07/13/2021	07/13/2021					Consultant,Arch	8
230001 Heating, Ventilating & Air Conditioning	230001-002-0	2.17 Boilers Product Data & Cut Sheet	CAM HVAC	07/13/2021	07/13/2021					Consultant,Arch	8
230001 Heating, Ventilating & Air Conditioning	230001-003-0	2.23 Ceiling Fans Product Data	CAM HVAC	07/13/2021	07/13/2021					Consultant,Arch	8
230001 Heating, Ventilating & Air Conditioning	230001-004-0	2.22 RGD Product Data & Cut Sheet	CAM HVAC	07/13/2021	07/13/2021					Consultant,Arch	8
230001 Heating, Ventilating & Air Conditioning	230001-005-0	1.03 Electric Unit Heater Product Data	CAM HVAC	07/13/2021	07/13/2021					Consultant,Arch	8

Report By: Bradford Donovan

Report Type: Open Items

Project: Woburn Fire Headquarters

Log: Submittal

Date: 7/21/2021

Total Items: 25

Days Open Calculated by: Calendar Days since date Initially Created

<u>Section</u>	<u>Item#</u>	<u>Description</u>	<u>Supplier or Manufacturer</u>	<u>Date from Subcontractor</u>	<u>Date from GC</u>	<u>Review by Consultant</u>	<u>Review by Architect</u>	<u>Return to Subcontractor</u>	<u>Action</u>	<u>B-I-C</u>	<u>Days Open</u>
230001 Heating, Ventilating & Air Conditioning	230001-006-0	1.03 Electric Wall Heater Product Data	CAM HVAC	07/13/2021	07/13/2021					Consultant,Arch	8
230001 Heating, Ventilating & Air Conditioning	230001-007-0	2.11 Expansion Tank Product Data	CAM HVAC	07/13/2021	07/13/2021					Consultant,Arch	8
230001 Heating, Ventilating & Air Conditioning	230001-008-0	2.20 Fire Dampers Product Data & Cut Sheet	CAM HVAC	07/13/2021	07/13/2021					Consultant,Arch	8
230001 Heating, Ventilating & Air Conditioning	230001-010-0	2.16 Pumps & Hydronic Accessories Product Data	CAM HVAC	07/13/2021	07/13/2021					Consultant,Arch	8
230001 Heating, Ventilating & Air Conditioning	230001-011-0	2.33 Radiant Floor System Product Data & Shop Drawings	CAM HVAC	07/13/2021	07/13/2021					Consultant,Arch	8
230001 Heating, Ventilating & Air Conditioning	230001-013-0	2.24 Tailpipe Exhaust Systems Product Data & Shop Drawings	CAM HVAC		07/13/2021					Consultant,Arch	8
230001 Heating, Ventilating & Air Conditioning	230001-014-0	2.30 VFD Product Data & Shop Drawings	CAM HVAC	07/13/2021	07/13/2021					Consultant,Arch	8
230001 Heating, Ventilating & Air Conditioning	230001-015-0	2.31 VRV Air Source Systems Product Data & Shop Drawings	CAM HVAC	07/13/2021	07/13/2021					Consultant,Arch	8
260001 Electrical	260001-006-0	2.35 Lightning Protection System Product Data & Shop Drawings	Brothers Electrical	07/13/2021	07/13/2021					Consultant,Arch	8
260001 Electrical	260001-007-0	2.16 Floor Boxes Product Data	Brothers Electrical		07/15/2021					Consultant,Arch	6
260001 Electrical	260001-008-0	2.22-2.27 Emergency Generator System Product Data & Shop Drawings	Brothers Electrical		07/21/2021					Consultant,Arch	0

## Change Request Log by Status

G & R CONSTRUCTION, INC

Date: 7/21/2021

### 21-005 Woburn Fire Headquarters

Number	Date	Description	Amount	Change Order
<b>Not Issued</b>				
4	6/28/21	(Unit Pricing) Foundation Excavation Changes		
6	6/29/21	(Steel Delay) Extension of Time Request		
<b>Not Issued Total</b>			<b>0.00</b>	
<b>Submitted</b>				
3	6/22/21	(FSB Electrical Re-bid) Generators for Trailer Temp. Power	1,514.66	
5	6/29/21	(PR #001) Move Temporary Construction Fence	1,816.60	
<b>Submitted Total</b>			<b>3,331.26</b>	
<b>Approved</b>				
1	6/22/21	FSB Electrical Re-bid (For Owner Issued CO)	72,000.00	1
2	6/22/21	FSB HVAC Re-bid (For Owner Issued CO)	77,000.00	2
<b>Approved Total</b>			<b>149,000.00</b>	
Original Contract Amount:				17,647,000.00
Approved Contract Changes:				149,000.00
Revised Contract Amount:				17,796,000.00
Pending Contract Changes:				3,331.26



Report By: Bradford Donovan

Report Type: Open Items

Date: 7/21/2021

Project: Woburn Fire Headquarters

Total Items: 1

Log: RFI

Days Open Calculated by: Calendar Days since date Initially Created

<u>Category</u>	<u>Item#</u>	<u>Description</u>	<u>Date from Subcontractor</u>	<u>Date from GC</u>	<u>Review by Consultant</u>	<u>Review by Architect</u>	<u>Return to Subcontractor</u>	<u>B-I-C</u>	<u>Days Open</u>
Architectural	009B	Foundation Boxout for Electrical Underground	07/20/2021	07/20/2021				Consultant, Arch	1



# **Pre-Installation Meeting Agenda**

## **Woburn Fire Headquarters**

**G&R Project# 21-005**

---

**Meeting Date / Time:** July 21, at 1:00  
**Location:** Woburn City Hall / Engineering Conference Room

**Meeting Topic:** **Below Grade Dampproofing Pre-Installation Meeting**

### **Introductions/Responsibilities:**

- |                                   |  |
|-----------------------------------|--|
| • G&R Construction:               | General Contractor   |
| • Dinisco Design:                 | Architect  |
| • Municipal Building Consultants: | Owners Project Manager                                     |
| • The Waterproofing Company:      | Waterproofing, Dampproofing, and Caulking Contractor       |
| • UTS of Massachusetts:           | Material Testing Agency for compaction, rebar, & concrete. |

### **Onsite Restrictions / Requirements:**

- All equipment & trucking should enter through the main Gate# 1 from Main Street & loop through the site and either exit back out through Gate# 1 or #2 onto Main Street. (**Refer to Attached Site Logistics Plan**)
- Main Street is a very busy road with direct access to the highway. There is absolutely no standing or parking on street. All trucks must be able to wait within the site boundary. There may be standing capabilities at the Showcase Cinemas located on Middlesex Canal Park Drive. There is a large parking lot on this road but it is privately owned.
- Working hours are between 7:00 – 5:00. Absolutely no starting large equipment before 7:00 AM due to the surrounding neighborhood & City ordinance. Saturday work must be approved by the city with advanced notice.
- The onsite OPM needs to be notified Two days in advance in order to contact the testing agency. This needs to be coordinated with G&R as well. Architect should be notified on Pours **THREE** Days in advance.
- Subs must provide unrestricted access for testing agencies and/or inspectors at all times. This includes staging and/or lift access.
- There is parking onsite located at areas indicated in the logistics plan. Please note that this plan is an early draft and that certain areas will change. G&R will coordinate with all subcontractors working on site with advanced notice.

**Submittals: (Also Includes Joint Sealant – not related to this meeting)**

- 070001-001-0 – 2.02 Ultra-Low Modulus Silicone Sealant – Approved as Submitted
- 070001-002-0 – 2.03 Polyurethane – Base Sealant – **Revise and Resubmit – product not one of the three approved listed in spec. Submit filled out Substitution Request Form.**
- 070001-003-0 – 2.04 Two Part Polytrendyne Sealant – **Not Accepted product not one of the three approved listed in spec. Submit filled out Substitution Request Form.**
- 070001-004-0 – 2.05 Latex Base Caulking Materials – Approved as Submitted
- 070001-005-0 – 2.06A Below-Grade Dampproofing Materials – Approved as Submitted
- 070001-006-0 – 2.06B Below-Grade Dampproofing Protection Board – Approved as Submitted
- 070001-007-0 – 2.08 Sheet Membrane Waterproofing – Sheet Membrane – Approved as Submitted
- 070001-008-0 – 2.08 Sheet Membrane Waterproofing – Surface Primer – Approved as Submitted
- 070001-009-0 – 2.08 Sheet Membrane Waterproofing – Mastic – Approved as Submitted
- 070001-010-0 – 2.08 Sheet Membrane Waterproofing – Sealants – Approved as Submitted
- 070001-011-0 – 2.08 Sheet Membrane Waterproofing – Backer Rod – Approved as Submitted
- 070001-012-0 – 2.08 Sheet Membrane Waterproofing – Rigid Insulation – Approved as Noted – 2"
- 070001-013-0 – 2.08 Sheet Membrane Waterproofing – Drainage Mat – Approved as Submitted

**Questions / Issues / RFI's/CR's:**

None to date

**Subcontractor Coordination:**

- Coordinate with the Site contractor on completing work and allowing for 24 hour drying time. Protection Board to be placed before backfilling starts.
- Review Foundation Retaining wall prior to installing Sheet Membrane Waterproofing system. Concrete Surfaces shall have a smooth finish, free of fins, ridges, protrusions, rough spalled areas, and voids. Coordinate with Foundation Installer if these items are present

**Quality Control Concerns / Specification Requirements:**

***Below Grade Dampproofing***

- First Coat – Brush or spray on at a rate of 125-150 square feet per gallon, filling all voids in concrete surfaces completely.
- Second Coat – Towel-apply at a rate of 20-25 square feet per gallon.
- Protective Board – Embed specified board in second coat, over entire dampproofed area, tightly butting all edges.

### ***Sheet Membrane Waterproofing***

- Examine the surface area for defects prior to install.
- As mentioned above the Foundation Formwork Contractor is providing a clean, exposed finish for this area.
- Voids, Rock Pockets, and excessively rough surfaces shall be repaired with approved non-shrink grout or ground to match the unrepaired areas.
- Surfaces at cold joints shall be on the same plane.
- Install a ¾ inch face, 45-degree cant of CCW-201 Polyurethane Sealant or CCW LM-800XL at all angle changes and inside corners including, but not limited to, penetrations through the deck, walls and curbs.
- All cracks over 1/16 inch in width and all moving cracks under 1/16 inch in width shall be routed out to ¼ inch minimum in width and depth and filled flush with PT-304 or CCW-201 polyurethane sealant.
- All expansion joints less than 1 inch wide shall be cleaned, primed, fitted with a backing rod and caulked with CCW-201 Polyurethane Sealant. For larger joints, contact manufacturer's representative.
- Allow all sealant to cure at least overnight.
- Stir Primer. Apply a thin film of primer 10 inches wide, centered over sealed cracks and joints, hairline cracks, and cold joints. Apply primer 8 inches on each side of all corners. Prime concrete around drain flanges. Allow primer to dry per manufacturers recommendations.
- Install an 8 inch wide strip of CCW MiraDRI 860/861 centered over joints and cracks. Install a 12 inch wide strip of CCW MiraDRI 860/861 centered over the axis of all corners.
- Priming: Clean surfaces to remove residual dust before priming. Stir primer. Apply by spray or roller at a rate recommended by manufacturer. Allow to dry per manufacturer's recommendation.
- Horizontal surfaces: Install sheet membrane from low to high point, so that laps will shed water. Overlap edge seams 2 1/2 inches, end laps 5 inches. Stagger end seams. Roll in place with an 18 to 24 inches wide, 100 lb. (min.) resilient roller. Ensure that all laps are firmly adhered and that there are no gaps or fishmouths.
- Vertical Surfaces: Apply in lengths of 8 feet or less. Overlap edge seams 2 1/2 inches. On walls over 8 feet high, apply in 8 foot sections, starting at the lowest point with the higher section overlapping the lower section 5 inches. Roll in place using firm pressure with a hand roller.
- Terminations: Consult Carlisle 860-9 Details for proper terminations. Roll terminating edges firmly. Apply CCW-704 mastic to all terminations and "T" joints. Apply CCW-704 Mastic or CCW-703-V Liquiseal to laps at angle changes, extending 9 inches in each direction.
- Protection Board: Install insulation on horizontal and vertical surfaces of foundation wall construction.
- Drainage Mat: Apply over insulation / protection board.

### **Testing & Inspection Requirements:**

- G&R believes no Third Party Testing is required for Dampproofing and Sheet Membrane Waterproofing

### **Safety Concerns:**

- Rebar caps MUST be applied to all exposed rebar
- Holes & trip hazards must be covered and marked immediately.
- Ladders for access out of footing pits.

**Mockup:**

- There are (2) exterior mockup walls that we will need a small foundation with brick shelf poured. See Addendum #1 (001A SKA & 001B SKA).

**Material Handling & Procurement:**

Material deliveries must be made between the hours of 7:00am – 2:00pm:

- Dampproofing Material
- Protection Board
- Sheet Membrane Waterproofing Material

**Scheduling / Phasing Milestones:**

- |  |               |
|--|---------------|
| • Foundation Dampproofing:                     | Can Start now |
| • Retaining wall Sheet Membrane Waterproofing: | Can Start Now |

**Attachments:**

None